



Emergency Planning

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Flood Evacuation Plan

Location:

Catherine McAuley Catholic College
St Nicholas Early Education Centre
507 Medowie Rd Medowie NSW

Context: BMT Commercial Australia (BMT) completed a Flood Emergency Response Plan (FERP) for the Catherine McAuley Catholic College situated at 507 Medowie Rd Medowie. The information & data in the FERP will be used to develop this Operational Flood Evacuation Plan for the school & St Nicholas Early Education Centre.

Flood Characteristics:

The site is located within the Campvale Swamp catchment on a large allotment totalling approximately 16.8 ha in size. There is a large upstream external catchment (Pacific Dunes Golf Course drainage basin) that contributes to the flow traversing a natural drainage channel on the southern side of the Site. There are potentially three main sources of flooding that may affect the development site, namely internal drainage flooding, regional flooding from Campvale Swamp catchment and local flooding from the external catchment.

According to the WMAwater (2016) study, the rate of rise of the local catchment flows affecting Medowie Road range between 0.4 to 0.8 m/h which is classified as flash flooding. However, as this type of flooding is caused by short duration intense storms, any flooding along Medowie Road can be anticipated to have a short period of inundation.

In lower parts of the Campvale Swamp floodplain, the 1% AEP peak flood is caused by an event with a critical duration of 72 hours and the flood is characterised by a slow rate of rise (WMA Water,2016). It is noted that the site is affected by backwater flooding from this part of Campvale Swamp floodplain.

The areas of the school subject to flooding include the Stage 1 carpark, interim bus drop-off /pick up and interim access road. The flood hazard in these areas is predominately low.

All the floor levels of the school buildings are above the probable maximum flood (PMF) peak flood level from both local and regional flooding. It is therefore improbable that over floor flooding will occur.

A qualitative risk assessment was undertaken considering the flood hazard, likelihood and consequence levels. The site was assessed to have an overall risk level of Low.

Flood Warnings

NSW SES

The BoM flood warnings form an integral part of the NSW SES's Port Stephens Flood Emergency Sub Plan (SES, 2013). This local flood plan includes operations for all levels of flooding within the Port Stephens Council area, covering preparedness measures, the conduct of response operations and the coordination of immediate recovery measures, from flooding in this local plan.

Local Flood Advices – The NSW SES Local (Port Stephens) Incident Controller may issue Local Flood Advices for locations not covered by BoM Flood Warnings. They may be provided verbally in response to phone inquiries.

Regional Flood Bulletins – The NSW SES Hunter Region Headquarters will regularly issue NSW SES Flood Bulletins which describe information on the estimated impacts of flooding at the predicted heights (using information from the Bureau Flood Warnings and NSW SES Local Flood Advices) to NSW SES units, media outlets and agencies on behalf of all NSW SES units in the Region.

Evacuation warnings and evacuation orders are usually issued to the media by the NSW SES Region Incident Controller on behalf of the NSW SES Local Incident Controller.

These warnings include: Expected
flood peak;
Road closures;
Long term weather forecasts and Emergency Advice.

Flood warning information and other information such as rainfall and water levels can be accessed via the Bureau of Meteorology webpage links:

Rainfall Forecast: New South Wales Forecasts (bom.gov.au)

Flood Warning: <http://www.bom.gov.au/nsw/warnings/>

Weatherzone Rainfall Radar: <http://www.bom.gov.au/australia/radar/>

Rainfall Gauge Totals: New South Wales Rainfall and River Conditions (bom.gov.au)

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Flood Warning (continued)

The following rainfall totals may be used as a rough guide to determine likelihood of major flooding:

- Local flooding: 229mm or more over 12 hours.
- Regional flooding: 415mm or more over 72 hours.
- Internal drainage flooding: 66 mm or more over 25 minutes or 93 mm or more over 1 hour.

The SES information will be confirmed by the Diocese Emergency Team who will assist with notification and evacuation advice.

Flood Evacuation Plan

Preparations

All persons attending the Catherine McAuley Catholic College or St Nicholas Early Learning Centre site should be advised of the possibility of flood events. It is recommended that the Diocese Safety & Wellness Team ensure that workers are inducted prior to their occupation of the site. Each new worker in school should undertake this induction process so they are made aware of the risk of an extreme storm event with flash flooding and know how to respond effectively. Basic measures to be encouraged in advance include keeping a list of emergency numbers near the telephone; preparing an emergency kit; and regularly practicing the safe evacuation procedure in part or full at least yearly.

Each emergency kit should have the following items:

- Torch with spare batteries;
- Portable radio with spare batteries;
- Prescription medicine;
- Emergency contact numbers;
- First-aid kit; and
- As well as any special requirements for children (e.g. back-up medications).

Evacuation ordered

A building evacuation will start when the trigger level of 7.8m AHD is reached. The students & workers from St Nicholas Early Education centre should start to evacuate first. Workers will be directed to assemble with the children in their group and with their emergency kits at the assembly area within Block B (Chapel) for sheltering in place and future accessibility by parents.

Staff and visitors can evacuate the school by car from this zone or the stage 1 carpark. It is noted that there will be about 60-80 minutes from the trigger level-alert levels before the lowest point of the of the bus-drop-off/pick-up zone gets flooded first. It is noted that there will be a further 60 minute period before the flood depth in the lowest point of the zone reaches 0.1m which is a low flood hazard.

Evacuation Action

During events of heavy rainfall, public radio broadcasts shall be monitored by both Diocesan and School leadership for warnings by the Bureau of Meteorology (BOM) and the issue of evacuation orders by the SES.

Evacuation orders are issued for areas of high threat, and when Flash-Flooding is imminent.

Everyone will be directed away from a flood threat ideally by getting their children directly from the school.

When evacuating, workers should ensure to:

- Take your emergency kit with you;
- Turn off electricity and gas at the mains before you leave (if time permits);
- Turn off and secure any gas bottles; and
- Take important items like prescriptions and medications for workers and children.

Flood Evacuation Plan

Notification Action

If it is unsafe due the severity of the extreme storm conditions before the scheduled opening time, then Catherine McAuley Catholic College & St Nicholas Early Education centre will announce that the school & centre are closed.

Several means of communication are available to be used - ABC Radio 1233, Compass Messages, SMS and email.

Catherine McAuley Catholic College & St Nicholas Early Education centre will have the closure notified to parents to ensure their safety and that of their children by ensuring they do not travel to the school.

Emergency Warnings and Flood Readiness

Immediately following the initial public broadcast of flood warnings, the Diocese Emergency team will be monitoring subsequent SES and BOM flood warnings. In particular any warnings associated with the Medowie site, Newcastle locality or Port Stephens region will be assessed, and response actions considered. Staff at the School will be notified and need to act immediately to ensure parents are notified to pick up their children from the Emergency Assembly area on the site.

The key to this Flood Emergency Plan is early evacuation of children by their parents. The second step is to Shelter on Site for future pick up by parents.

Flooding with a predicted level of 7.8m AHD is the trigger for immediate action. Following this Plan should ensure that everyone is safely moved from the flooding danger for even the most extreme flooding event that the site at Medowie Rd is ever likely to experience.

Emergency Contact Agencies

NSW SES - Port Stephens Unit	Phone: 132 500 or 0404 828 525
Port Stephens Council	Phone: (02) 4988 0255 ah (02)
Police Station – Raymond Terrace	Phone: (02) 4983 7599
Safe Work NSW	Phone: 131 050

Local Radio Stations for flood information:

Freq - 1233 AM—ABC	Freq - 1143 AM—2HD
Freq - 102.9 FM—KOFM	Freq - 103.7 FM—2NUR
Freq - 105.3 FM—New FM	Freq - 106.1 FM—ABC
Freq—99.7 FM—Rhema FM	

Description of the Workplace				
Site	Catherine McAuley Catholic College & St Nicholas Early Education Centre.			
Address	507 Medowie Rd Medowie			
Latitude	-32.76304	Longitude	151.86451	
No. of Students	270 (inclusive of 40 St Nicholas)	No. of Staff	38 Inclusive of 15 St Nicholas)	
No. of Students with Support Needs	40 St Nicholas	Catering for	Year 7 & 8 plus Early Education	
No. of Buildings	4	Hours of Operation	8.00am to 3.30pm Weekdays St Nicholas 6.30am – 6.00pm Weekdays	
Office Phone	0411 261 940	Office Email	admin@medowiecmcc.catholic.edu.au	
Website (if available)	www.medowiecmcc.catholic.edu.au			
OOSH Onsite (Y/N)	N	Hours of Operation	N/A	

Key Flood Survival Strategy	EVACUATE EARLY
Backup Plan	Shelter in Block B Chapel or Block A Main Administration Building

Site Location Plan—Attachment A



Legend Evacuation Route Buildings Proposed Flood Gauge Development layout	Title: Evacuation Under Regional Flood Event Interim Access Arrangement		Drawn by: 5-1	Plot: A
	<small> BMT's design is based on the information provided in the background and is not intended to be used as a substitute for professional engineering services. The user assumes all liability for the use of the information provided in this report. </small>			
<small>Filepath: S:\W6\figures_Generate_200715\Fig-16-1.jpg</small>				



Legend

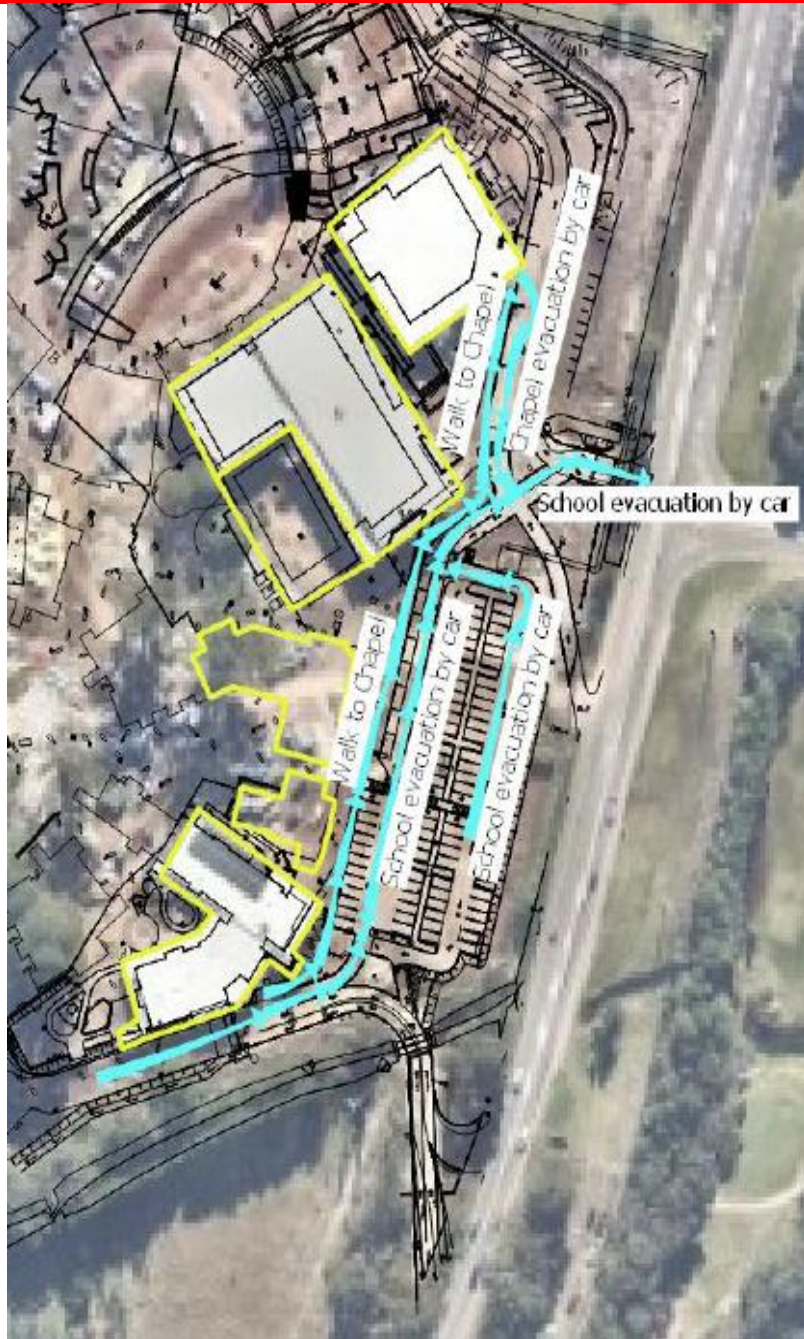
- Evacuation Route
- Buildings
- Proposed Flood Gauge
- Development layout

<p>Title: Evacuation Under Regional Flood Event Ultimate Access Arrangement</p> <p><small>© 2015 BMT. All rights reserved. This document is the property of BMT. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of BMT.</small></p>	<p>Drawn: 5-2</p>	<p>Plot: A</p>
<p><small>File path: S:\MS\figure_0\erabro_2015\Fig-25-2.dwg</small></p>		

School Flood Evacuation Plan– Attachment C

FLOOD EMERGENCY EVACUATION DIAGRAM

WHS – Flood Emergency Evacuation – Catherine McAuley Catholic College – V1.1 – Review Nov 2021



School Layout



FLOOD EVACUATION INSTRUCTIONS:

EVACUATE –

Walk to the Chapel (Block B) or Main Admin (Block A)

LOCKDOWN -

Lockdown go to your nearest safe zone.

ALL CLEAR –

Wait for instructions from the warden indicating that it is safe to return.

First Response ... Stay calm, check your safety and PREPARE TO MOVE

When alert tone sounds or warden requests it

...Evacuate the building using the nearest exit & move carefully to the Chapel (Block B) or Main Admin (Block A)

Wardens should ...Conduct a search of the area to ensure it is clear.

Confirm that everyone is safe and after ALL CLEAR attend debriefing.

